

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE VISTA RIDGE METROPOLITAN DISTRICT HELD MARCH 21, 2013

A regular meeting of the Board of Directors of the Vista Ridge Metropolitan District (referred to hereafter as the "Board") was convened on Thursday, the 21st day of March, 2013, at 8:00 A.M., at the Vista Ridge Community Center, 2750 Vista Parkway, Erie, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

James Spehalski
Michael Lund
Daniel Fishman

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Fishman and, upon vote, unanimously carried, the absences of Christopher Koch and Richard Cori were excused.

Also In Attendance Were:

Lisa A. Johnson and Dan Cordova; Special District Management Services, Inc.

Brandon Carter; Colorado National Golf Club

Brian Keighin; Irrigation Technologies

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board noted it was in receipt of disclosures of potential conflict of interest statements for each of the Directors and that statements had been filed with the Secretary of State at least seventy-two hours in advance of the meeting in accordance with the statute. Ms. Johnson requested that the Directors consider whether they had any new conflicts of interest which had not been previously disclosed. Director Spehalski disclosed that he is a consultant to Colorado National Golf Club and is working with the Town on other development applications in the Town of Erie.

ADMINISTRATIVE MATTERS

Agenda: Ms. Johnson requested that the Board review and approve the proposed Agenda for the District's regular Board meeting.

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Fishman and, upon vote, unanimously carried, the Agenda was approved, as amended.

RECORD OF PROCEEDINGS

Minutes: The Board reviewed the Minutes of the January 17, 2013 regular meeting.

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Lund and, upon vote, unanimously carried, the Minutes of the January 17, 2013 regular meeting were approved.

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims through the period ending February 13, 2013, totaling \$34,701.67 for general fund expenses.

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Fishman and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period ending February 13, 2013.

The Board then considered approval of the payment of claims through the period ending March 21, 2013, totaling \$33,989.81 for general fund expenses.

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending March 21, 2013, as presented.

Financial Statements: Ms. Johnson presented the unaudited financial statements for the period ending February 28, 2013 and the schedule of cash position for the period ending February 28, 2013.

Following review, upon motion duly made by Director Spehalski, seconded by Director Fishman and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending February 28, 2013 and the schedule of cash position for the period ending February 28, 2013.

LEGAL MATTERS

Lease Agreement: The Board considered approval of a Lease Agreement between the District and the Town of Erie.

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Lund and, upon vote, unanimously carried, the Board approved a Lease Agreement between the District and the Town of Erie for 8.24 shares of FRICO water at \$310.00 per share.

1069 Greens Place Claims: Ms. Johnson updated the Board on the status of the claim received from the owners of the property at 1069 Greens Place.

RECORD OF PROCEEDINGS

OTHER BUSINESS

Project Manager's Report: Mr. Cordova reviewed with the Board the Project Manager Report (the "Report"). A copy of the Report is attached hereto, and incorporated herein, by this reference.

2013 Landscape Enhancement/Replacement Program: The Board reviewed and discussed a proposal from CoCal Landscape for 2013 landscape enhancement/replacement within the District.

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the proposal from CoCal Landscape for 2013 landscape enhancement/replacement within the District.

Allocation of responsibility between the District and the Town of Erie ("the Town") for maintenance of streets and sidewalks within the community: Ms. Johnson reported to the Board that a letter was sent to Public Works Director, Gary Behlen in February. To date, the District has received no response.

Bridge Repair: Mr. Cordova reported to the Board that the Town has not provided a response to date.

Design and Construction of Monument Signage on Mountain View Boulevard: Mr. Cordova reported to the Board that he has received a proposal from AdCon for the fabrication and installation of a monument sign on Mountain View Boulevard for \$19,792.00. The Board determined to defer action at this time and will revisit the proposal at budget time.

Inclusion of Property Included in the District into an Airport Area Urban Renewal Plan: Ms. Johnson reported to the Board that the Town of Erie has revised the Tax Increment Financing Area of the URA to include the property within the District.

Communication with the HOA: Ms. Johnson reported to the Board that she attended the February HOA meeting per the request of the HOA Board. She reported on the HOA Board discussion on ways to improve the communication between both entities.

The District Board directed staff to draft communication to the HOA manager on a regular basis regarding District approved projects etc. The Board also asked Ms. Johnson to investigate the options and cost to create a District Website.

Non-Potable Water System Energy Assessment: Mr. Keighin presented to the Board the Colorado National Golf Club Water Transfer System Energy Assessment

RECORD OF PROCEEDINGS

Proposal. The analysis will focus on the energy efficiency of the pumps and equipment. Total fees for the project will be \$10,250.00. The District's portion would be 30% or \$3,075.00.

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the cost share for the study with Colorado National Golf Club, at a not to exceed cost of \$3,075, subject to exhausting all efforts to seek out grant funds.

Irrigation Water Facilities Common Use Agreement between the District and Golf Club Owner, dated 12/29/2006 ("Agreement"): *Invoice from Colorado National Golf Club for non-potable water integrated system management from 2008 through 2012.* Mr. Carter reviewed a report on services provided from January 2013 through March 2013. The Board discussed the current Agreement and determined to defer any action on possible revisions to the Agreement to a future date.

The Board discussed approval of an invoice from Colorado National Golf Club for non-potable water integrated system management from 2008 through 2012.

Following discussion, upon motion duly made by Director Lund, seconded by Director Fishman and, upon vote, carried with Directors Lund and Fishman voting "Yes" and Director Spehalski abstaining, the Board approved the invoice from Colorado National Golf Club for non-potable water integrated system management from 2008 through 2012, in the amount of \$66,066.

Entry Monument Lamps: Mr. Cordova reviewed a proposal from All Reach Property Lighting to retro-fit the entry monument lamps.

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Fishman and, upon vote, unanimously carried, the Board approved the proposal from All Reach Property Lighting to retro-fit the entry monument lamps, for an amount not to exceed \$3,065.32.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the Board determined to cancel the regular meeting scheduled for May 16, 2013 and schedule a special meeting for May 9, 2013 at the regular meeting time and location. The meeting was adjourned.

RECORD OF PROCEEDINGS

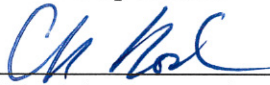
Respectfully submitted,

By


Secretary for the Meeting

THESE MINUTES APPROVED AS THE OFFICIAL MARCH 21, 2013
MINUTES OF THE VISTA RIDGE METROPOLITAN DISTRICT BY THE
BOARD OF DIRECTORS SIGNING BELOW:

James R. Spehalski




Christopher H. Koch



Michael Lund



Richard Cori



Daniel Fishman

Project Manager Report

Vista Ridge Metropolitan District

1/10/13-3/12/13

General Landscaping

- ❖ Winter watering of trees was performed by CoCal via use of a water truck the week of January 21, 2013.
- ❖ Pending weather, CoCal will be activating the irrigation system at the end of March/beginning of April.

Snow Removal

- ❖ CoCal responded to five snow events between January 30, 2013 and March 10, 2013.

Entry Monument Lighting Issues

- ❖ A proposal to retro-fit the Metal Halide entry monument lamps with Compact Fluorescent Lamps has been obtained from All Reach Property Lighting for \$3,065.32. The retro-fit will eliminate the extra maintenance component created by the metal halide lamps' external ballast. The retro-fit should also reduce power demands by about 75%. The use of LED lamps in this application was determined not to be appropriate as the heat generated by LEDs in an enclosed ground fixture with no air circulation would cause decreased lamp life.

Fence Staining

- ❖ Fence staining for three-rail fence in filings 1G & 1H was completed at the beginning of February.

Fence Repair

- ❖ One section of fencing along Sheridan Boulevard, south of Skyline Drive, and three sections on the north side of Mountain View Blvd were repaired in February.

Pump Station Maintenance

- ❖ Motor & pump #3 at the hole #17 pump station were pulled on March 8th to be re-built per the service agreement with Advanced Mechanical Services.

Other

- ❖ 4 phone calls from residents and 1 e-mail from the HOA Community Manager regarding maintenance issues were responded to.

Integrated Water System Update

Colorado National Golf Club

January – March 2013

Coal Creek Station:

- Cleaned and detailed inside building 2/25/13
- Yearly Pump Maintenance call scheduled for week of 3/25/13
- Pumps will be turned on for filling of Pond 17 and 13 3/25/13
- Sediment pit to be cleaned in conjunction with the community ditch Academy and Farmer pits 4-2013

VRMD Pump 17:

- Cleaned and detailed inside building 2/28/13
- Pump and motor pulled for rebuild 3-2013
(Dan Cordova has details)

Community Ditch:

- Head gate grates cleaned of debris 3/20/13
- Sediment pits to be cleaned out 4-2013

*Brandon will solicit proposal
to clean sediment.*